



**DEPARTMENT OF PERSONNEL**

209 E. Musser Street  
Carson City, Nevada 89701-4204  
(702) 687-4050

**MEMO PERD #20/98**

May 21, 1998

TO: Personnel Commission  
Department and Division Heads  
Agency Personnel Liaisons  
Designee for Rules Distribution  
Personnel Commission Agenda Recipients

FROM: *Sharon P. Murphy*  
Sharon P. Murphy, Director  
Department of Personnel

SUBJECT: PERSONNEL COMMISSION AGENDA

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Attached is the preliminary agenda for the upcoming Personnel Commission meeting which will be held on June 12, 1998, at 9:30 a.m. in Carson City at the Legislative Building, Room VC1214, and Las Vegas at the Sawyer Building, Room 4401. These rooms will be connected by telecommunication and the public is invited to attend at either location.

Please note that the notice to adopt regulations which was sent out on April 17, 1998, indicated the meeting would take place on June 11, 1998, in Carson City at the Legislative Building, Room 3161. Due to unforeseeable circumstances, this meeting date has been changed to June 12, 1998 as noted above. I apologize for any inconvenience this change may have caused.

If you have any questions or concerns, please call me at 687-3731 or Carol Thomas at 687-3708.

SPM:dsb

cc: Agency Personnel Representative

**PRELIMINARY PERSONNEL COMMISSION AGENDA**  
**June 12, 1998**  
**Legislative Building, Room VC1214, Carson City, Nevada**  
**and**  
**Sawyer Building, Room 4401, Las Vegas, Nevada**

- I. Call to Order - 9:30 a.m.
- II. \*Adoption of Agenda
- III. \*Minutes of Previous Meeting
- IV. \*Selection of Hearings Officers
- V. \*Regulation Changes
- VI. \*Appeal of Fiscal Management Class Specifications
- VII. \*State of Nevada Employees Association Appeal  
Method of Designating Equipment Mechanic Positions for Reclassification
- VIII. \*Classes Subject to Pre-employment Screening of Controlled Substances  
Department of Business and Industry
- IX. \*Classification Appeals
  - A. Department of Transportation  
*Jennifer Varelman, Management Assistant III*
  - B. Department of Transportation  
*Thomas Fronapfel, Assistant Director - Planning*
- X. Uncontested Classification Action Report
- XI. Selective Certification
- XII. Comments by the General Public
- XIII. Select Date for Next Meeting
- XIV. \*Adjournment

*\*Indicates item will be voted on by the Personnel Commissioners.*

Should anyone have questions, or wish to discuss in further detail the items scheduled for this Commission meeting, please contact Carol Thomas, Chief of Technical Services, State Personnel, at 687-3708.

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**NOTE:** We are pleased to make reasonable accommodations for members of the public with disabilities who wish to attend the meeting. If special arrangements for the meeting are necessary, please notify the Department of Personnel in writing, at 209 East Musser Street, Room 101, Carson City, Nevada 89701-4204, or call Linda Meyers at 687-3718, no later than five working days prior to the meeting.

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